

KINGSLAND PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 30 MAY 2017 AT 7.25 PM AT THE POST OFFICE

PRESENT

R C Smallwood ... CHAIRMAN, Mrs G B Bengry, Mr G Bradley, Mr C Southgate Mr P D Vaughan, Mr D Thompson (VICE CHAIRMAN) and Mr B J Watkins.

IN ATTENDANCE

Ward Cllr. S Bowen; and Mr R Hewitt, Parish Clerk. Two members of the public were present.

2018/21 ELECT CHAIRMAN

Cllr. Smallwood was unanimously elected as Chairman for 2017-18, and signed the declaration of acceptance of office.

2018/22 APOLOGIES FOR ABSENCE accepted from Mrs L Juson, Mrs C Sawyers, Mr D Fordham and Mr J Vaughan.

2018/23 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr. D Thompson declared a disclosable pecuniary interest in planning applications 171548, 5 Mortimer Meadow and 171753, 3 Mortimer Meadow. Cllr. B Watkins declared a disclosable pecuniary interest in planning application 171655 Waterloo Mill.

2018/24 ELECTION OF OFFICERS

- (i) Vice Chairman: Cllr. D Thompson was unanimously elected Vice Chairman.
- (ii) Airfield Representative: Cllr. P Vaughan.
- (iii) Footpath Officer: Cllr. L Juson.
- (iv) Tree Warden: Cllr. B Bengry.
- (v) Parish Watch Representative: Cllr. L Juson.
- (vi) Lengthsman Coordinator: Cllr. C Southgate.

2018/25 NEIGHBOURHOOD PLAN STEERING GROUP

The Chairman, Vice Chairman, and Cllrs. Southgate, Vaughan and Watkins agreed to remain on the steering group.

2018/26 ANNUAL GOVERNANCE STATEMENT

The Clerk read out the Annual Governance Statement. All statements in the Annual Governance Statement were unanimously agreed by the parish council, and signed by the Chairman and Clerk.

2018/27 PARISH COUNCIL ACCOUNTS

The meeting noted the internal auditor has pointed out that invoices passed for payment should be initialled by a signatory, and suggested the parish council consider holding a tender for lengthsman work. It was agreed to look at a lengthsman tender in autumn 2017 in preparation for the next financial year, 2018-19.

The meeting RESOLVED to agree the Annual Accounts for 2016-17, and the Accounting statements were signed by the Chairman and Clerk.

- 2018/28 PAROCHIAL CHARITY ACCOUNTS**
The meeting RESOLVED to agree the Old Fire Station and AH Williams Trust annual accounts for 2016-17, which were signed by the Chairman.
- 2018/29 RISK SCHEDULE**
The parish council reviewed and agreed the risk schedule.
- 2018/30 INSURANCE RENEWAL**
The meeting reviewed the parish council insurance and agreed to renew the policy with Zurich Municipal Insurance.
- 2018/31 POLICIES AND PROCEDURES**
The meeting noted the subscription to the Society of Local Council Clerks. The agreed procedure for freedom of information requests is to take advice from Herefordshire Council's legal department.
- 2018/32 MINUTES OF PREVIOUS MEETING** –The Minutes of the Meeting held on 11 April 2017 were agreed and signed. It was agreed to correct the first name of the Luctonians Chairman in the minutes of the meeting held on 21 April 2017, and the minutes were agreed and signed.
- 2018/33 LOCAL RESIDENTS DISCUSSION**
A pothole on the Cobnash road was reported. Two members of the public were concerned at the number of HGVs using Hostel Lane following the diversion for the resurfacing of the A4110 at Shirlheath.
- It was agreed to accept Ward Cllr. Bowen's suggestion to invite the Police and Crime Commissioner's area ambassador to a suitable meeting of the parish council.
- 2018/34 FINANCE**
The meeting noted the receipt of 50 percent of the parish precept for 2017-18 (£7,500.00). The following payments were AGREED: Zurich Municipal, parish council insurance (£498.31); Data Orchard, neighbourhood development plan (£532.32); and R Bayliss, footpaths maintenance (£91.00).
- It was agreed to purchase Tanners vouchers (£50.00) as a gift to the internal auditor in recognition of his contribution.
- 2018/35 HIGHWAYS/ LENGTHSMAN SCHEME**
An email raising concern at the number of accidents at Lawton's Cross was noted. Ward Cllr. Bowen said it has been raised with the locality steward. A quotation for lorry signing at Cobnash to encourage HGVs to use Lawtons Cross should be available by the next meeting. The locality steward is to look at the visibility at Cobnash junction by Yew Tree Cottage.
- A request will be made to have a tour of the parish with the locality steward to identify minor potholes for repair by the lengthsman. It was reported that SIDs were in place for just 2-3 days before being removed.

2018/36

FOOTPATHS

Cllr. Bradley, the outgoing footpaths officer, reported that Cllr. Juson has agreed to take on the role. A briefing on the role with the locality steward will be required. The Herefordshire Council grant claimed for P3 footpaths work in the final quarter of 2016-17 is £315.74.

2018/37

NEIGHBOURHOOD PLAN

The parish council noted the examiner's report on the neighbourhood development plan has been published, and subject to the recommended modifications, has been found to meet the basic conditions and other requirements. Herefordshire Council will now review the modifications, and at the end of the review publish a delegated decision document. It was agreed to ask Data Orchard to update the submission draft of the neighbourhood development plan with the recommended modifications in the examiner's report. The policy maps will be updated by Herefordshire Council.

2018/38

PLANNING I

171367 Old Office Building at Longmore, Shirlheath, HR6 9RG – Conversion of former office building to residential. *The parish council agreed to support the planning application.*

171497 Showers Farm, Kingsland, HR6 9SE – Fell Cherry tree (T1) and trim Yew (T3). *The parish council agreed to support the proposed tree work.*

171494 Holgate Farm, Kingsland, HR6 9QS – Ash trees to be pollarded. *The parish council agreed to support the proposed tree work.*

171544 Pinsley View, Kingsland, HR6 9QS – Two storey extension to fill a narrow space between two extensions belonging to Pinsley View and Nash Cottage (Both properties belong to applicant). *The parish council agreed to support the planning application.*

Planning decisions/ enforcement – The meeting noted planning permission has been granted for 170285, 6 Highfield Close and 170698 The Granary. Works to trees within the conservation area have been allowed for 171271 Fairfield. Planning application 170556 has been refused.

Planning appeals re: 162629 Land adjoining Crossways and 143252 Kingsleane have both been dismissed. In connection with the appeal on 161869 Land to the rear of The Lindens, the planning inspectorate has been informed that the neighbourhood development plan has been found by the examiner to meet the basic conditions and has been recommended for referendum.

An occasional licence to extend the activities of the current licence has been applied for by Luctonians for the purpose of a Beer Festival and 7s Tournament during 24-26 June 2017.

2018/39

ROAD SIGN, CORNERS CROSSROADS

The parish council considered two quotations from contractors for the restoration of the road sign. It was agreed to obtain a third quotation for a traditional post and fingerposts, if possible from a local contractor.

- 2018/40 LOCAL CONNECTION REPORT**
Cllr. Bradley reported that the local connection committee met on 24 May 2017, and confirmed a local connection for Herefordshire Housing.
- 2018/41 PUBLIC SPACE PROTECTION ORDER – DOG CONTROL**
The consultation was noted. The meeting agreed to inform the Millennium Green, PCC and Coronation Hall about the consultation.
- 2018/42 MATTERS RAISED FOR THE NEXT MEETING (no discussion)**
There were no matters raised.
- 2018/43 INFORMATION ITEMS**
The parish council noted the information items on the agenda.

2018/44 PLANNING II
[The Vice Chairman left the meeting.]

1715485 Mortimer Meadow, Kingsland, HR6 9RZ – Application for variation of condition 2 of planning permission 143821 replace approved Site Plan - Drawing Number 1272.18P with Amended Drawings for House 5 - 1272.13E to reflect applicants requirements as a self build project. *The parish council agreed to support the planning application.*

171753 3 Mortimer Meadow, North Road, Kingsland, HR6 9TE – Works to two Ash trees. *The parish council agreed to support the proposed tree work.*

[Cllr. Watkins left the meeting.]

171655 Waterloo Mill, Kingsland, HR6 9QX – Fell Sycamore and trim Yew. *The parish council agreed to support the proposed tree work.*

The Chairman closed the meeting at 9.42 pm.

Signed:

Date: